WATER COMMISSION
January 16, 2014

SUMMARIZED MINUTES

MEMBERS PRESENT	MEMBERS ABSENT	STAFF PRESENT	OTHERS PRESENT
Brian Ketter	John Nowakowski	Brad Hill	
Hanna Cortner	John Malin	Erin Young	
Dick Kersey	Russ Yelton	Ryan Roberts	
Brad Garner			
Bob Shinham			
John Nowakowski			
Justin Ramsey			
Charlie Odegaard			

I. CALL TO ORDER

Chair, Brian Ketter called the meeting to order at 4:00 p.m.

II. APPROVAL OF MINUTES – December 19, 2013

Moved by Brian Ketter and seconded by Bob Shinham that the minutes of December 19, 2013 be approved. Hanna requested to amend page 2 (second paragraph): ~~*The Water Commission*~~ *John Nowakowski raised concerns on how monitoring flow through Newman Canyon was relevant to flow within Walnut Creek through the National Monument (NM) and whether the study are of these projects were applicable to flow through the NM.* All approved as amended.

The Agenda was reorganized for other commitments.

III. PUBLIC PARTICIPATION – None

IV. NEW BUSINESS

A. Overview of Master Planning – Brad Hill (item is combined with Item B. Water Infrastructure Master Planning (CIP)

B. Water Infrastructure Master Planning (CIP) Ryan Roberts

Ryan Roberts indicated the Utilities Integrated Master Plan is to provide fundamental principles and guidelines for how the Utilities Division achieves the goal and objectives outlined by City Council and contained in City Ordinance. Over the past five years, the Utilities Division has begun a significant master planning undertaking to identify a variety of water policies and address water resources and infrastructure needs both in the near future (5-10 years) and when the City is built-out. The Master Plan is broken into five sections:

Chapter 1 - Water Policy
Chapter 2 - Water Resources
Chapter 3 - Water Infrastructure–NCS Engineering has been hired to conduct this effort.
Chapter 4 – Wastewater and Reclaimed water Infrastructure
Chapter 5 – SCADA Plan

The last master planning effort currently underway by Utilities is very different from the others listed above and addresses how Utilities operational sections should upgrade its Supervisory Control and

Data Acquisition also known as SCADA systems. SCADA systems are technology based systems that include industrial computers and communications components which are critical to the operation, control and monitoring of our water production & treatment, water storage, water distribution (water & reclaimed water), and wastewater treatment. A robust and updated SCADA system is important since most of our operational facilities are not staffed 24/7 and staff rely upon these systems to maintain operation. The City has hired Southwest Automation Services, LLC to perform this master planning effort that is currently underway. Under the Water Infrastructure, NCS Engineering has been hired to conduct this effort. NCS Engineering presented a summary of the draft Water Master Plan (Ramesh and Pranam):

Overall approach:

- Maintenance Requirements
  - ✓Facility Asset Condition Assessment
  - ✓Buried Infrastructure Asset Management Analysis
- Growth Requirements
  - ✓Capacity limitation of existing equipment for future demands
  - ✓Current network limitations for future demands
- 10 year CIP, master plan requirements and costs

Facility Assessment Findings

Priority 1 – very poor condition; immediate replacement
Priority 2 – Poor condition; 1 - 2 years
Priority 3 – Fair Condition, 2 - 5 years
Priority 4 – Good Condition; 5 - 10 years
Priority 5 – Excellent Condition; > 10 years

Lake Mary WTP Assessment

- Clarifiers & Sludge Lagoons (priority 1)
- PRV Assessment (priority 2)
- Facility Assessment Findings (priority 1, 2 & 3)

Buried Infrastructure Asset Management Findings

Replacement prioritization criteria

- ✓Criticality
- ✓Break Analysis
- ✓Pipe Diameter
- ✓Install Date and Age
- ✓Material and Location
- ✓Street pavement condition

Distribution System Findings

- Storage Tank Requirements
- PRV/Booster Station Upgrades
- Known Development Scenario – Pipeline Upgrades

Specialized Projects and Studies

- Anticipated Projects
  Amberwood Zone C; Little America; AMR conversion; Energy Mgmt Upgrades; IB Replacement/ Rehabilitation
- Anticipated Studies
  Flow Metering Study; Non revenue Water Analysis; IB Pipeline rehab study

Summary of Costs (10 Year CIP)

- Asset Maintenance Costs $14.3 Million
- PRV and Storage Tank Costs $1.2 Million

- Annual Water Line Replacement program $28 Million (2.8 per yr)
- Current backbone infrastructure is sufficient as long as the proposed looping for each significant development is in place
- Anticipated Projects: Estimated cost is approx $4.3 Million assuming rehabilitation of the pipeline is conducted
- Anticipated Studies: Estimated cost is approximately $310,000

Total anticipated 10 year cost for the system maintenance and growth is approximately $48 million.

Brian asked staff to maybe show some type of comparison to other communities of our size and far as CIP spending.

The Water Commission members welcomed Charlie Odegaard as a new member.

C. Elect new Water Commission Chair and Vice Chair

Dick Kersey moved to nominate Brian Ketter to remain Chair for 2014 and Brad Garner as Vice Chair for 2014, motion seconded by Hanna Cortner. There being no further nominations, Brian was elected Chair and Brad as Vice Chair by a unanimous vote.

V. OLD BUSINESS

A. Lake Mary TAC – Erin Young

Update: These projects were presented to the Water Commission at the meeting on December 19, 2013 and two concerns were raised pertaining to how monitoring flow through Newman Canyon was relevant to flow within Walnut Creek through the National Monument NM), and whether the study area of these projects were applicable to flow through the NM. To answer the first question City staff have observed that by far the most flow coming into the ULM is from Newman Canyon each spring. Understanding the contribution of flow from Newman Canyon is important to discerning whether the treatments do increase flood flow or frequency into ULM, therefore increasing the chance for flows over the ULM dam towards the NM. Secondly, in terms of study area size, NAU researchers and SRP have demonstrated that data collected under the paired watershed study method can be applied to the greater region.

Moved by Brian Ketter and seconded by Dick Kersey to recommend to Council to approve the Lake Mary-Walnut Canyon TAC to fund both projects: $25,000 for 6 flowtography stations within the 4FRI and Flagstaff Watershed Protection Program treatment areas and $25,000 for the City of Flagstaff to purchase flow monitoring equipment to install at a new site upstream of the City's existing flood gage at Newman Canyon. Motion passed.

VI. INFORMATIONAL ITEMS TO/FROM THE CHAIR, COMMISSION OR STAFF

A. Septage Hauling – Brad Hill

Brad Hill indicated this item relates to Chapter 1 of the Water Policy and this will be going back before City Council on January 28th (redline versions). The two items on this are septage hauling and out-of-city service.

VII. ADJOURNMENT

Brian Ketter moved to adjourned and seconded by Brad Garner. All approved. The meeting adjourned at 6:05 p.m.